

Durham County Library
Board of Trustees
Minutes, April 16, 2001

Attendance: Bessie Carrington, presiding; Ann Craver, Carl Hodges, Bill Ingram, William McKee, Robert Otterbourg, Nancy Wardropper, Board members; Joe Bowser, County Commissioner; Dale Gaddis, Pam Jaskot, Library staff.

Absent: Lauren Alexander

The meeting was called to order at 3:35pm.

A motion was made and seconded to amend the agenda to move the discussion of the Capital Improvement Plan to the first item of business.

Ms. Gaddis distributed the revised Capital Improvement Plan (CIP). The revised version addresses the County Manager's concern that the current bond issue was too compressed and raised too much debt. The changes are as follows: the funds for all the land for the new libraries will be included in the 2001 bond referendum, East Regional branch will be included in 2001 bond, North Durham regional branch will be moved to the 2003 bond, Main Library renovations moved to the 2005 bond.

Commissioner Bowser recommended pushing for the North Durham Branch to be included in the upcoming 2001 Bond. He recommended letters and emails to the Commissioners.

The Board members will work on getting letters written to the Commissioners before the April 30th meeting.

A motion was made to approve the minutes with the following change – adding “following a demonstration of NC LIVE in the new training room” after the statement “the meeting was called to order”.

Communications

Mrs. Carrington distributed the letter she wrote to the County Commissioners in regards to material cutbacks. Ms. Gaddis shared a newspaper article about the Powerful Partners Program.

Financial Report

Currently we have 19 vacant positions. The new Children's librarian will start at the end of April. We are currently recruiting for the NC Librarian and the Circulation clerk. Ms. Gaddis plans to request another exemption for the Reference Librarian. The County Manager is expecting the freeze to continue until the end of this fiscal year.

Ms. Gaddis reviewed the financial report and highlighted the effects of the freeze. At this point no target amount has been designated for the freeze. Current projections for library materials balance is \$200,000 of unspent funds. All County departments are affected.

Ms. Gaddis distributed the Annual Appeal Report as prepared by Sandy Sweitzer. The result of the Annual Appeal demonstrates very strong library support through a letter writing campaign. Sandy Sweitzer and Pam Jaskot have developed a plan for accepting and encouraging gifts and money during the cutbacks.

Committee Reports:

Board Development Committee: - The discussion was about Ms. Gaddis' suggested revision of the Board's recommended changes in the bylaws. Ms. Gaddis had prepared these revisions at the request of the County Manager's office prior to consideration by the Commissioners of the Library Board's bylaw amendment request. She asked for the Board's input prior to submission to the Manager's Office. The Board decided that its original recommendation would stand, and that Ms. Gaddis should respond independently to the Manager's request.

External Relations Committee: The committee reviewed the plans for Library Legislative Day on May 15th. Ms. Gaddis has arranged a meeting with Representative Paul Miller for May 4th and is trying to line up the rest of the delegation for the same meeting. Plans are to talk directly with legislators about the proposed filtering bills as well as funding concerns.

Mr. Ingram suggested the focus be on the cost the library would incur from instituting the bills, for example, cost of software, training time and staff time.

Library Foundation Board: Bill Joklik, a retired Duke professor, has agreed to serve on the Foundation Board. Floyd Hardy will be the Friends representative and Nancy Wardropper the Library Board representative. 501C3 status is expected within the next month.

Resolution for Joanne Abel: A motion was made and seconded to adopt the resolution for Joanne Abel, who has recently retired from the library after 21 years of service.

Policy Review

Supplemental Reference Service Policy: Amendment made to change the header on page 2 & 3 to read "supplemental reference services." The last sentence of the policy should be completed. A motion was made to approve the policy with the amendments. The motion was seconded and approved.

Welcome Parenting Collection and Circulation Guidelines: A motion was made, seconded and approved to accept the policy.

Director's Report: Mrs. Craver expressed concern that the Baker and Taylor settlement was unable to be spent. Ms. Gaddis explained the rationale is that the County Manager needs it for the fund balance, but has said that the library may spend it in FY 2002.

The meeting adjourned at 6:00pm.

Respectfully submitted,

Dale Gaddis

